

THE PRAIRIE ENTHUSIASTS: REIMBURSEMENT OR PURCHASE ADVICE FORM (PAF)

Chapter: _____

Pay to: _____

Address: _____

- _____ Reimbursement
- _____ Charged, bill coming
- _____ Charged, invoice included
- _____ Receipt(s) attached

Item #	Date of Purchase	Item/service	Amount	Account Code	Job Code	Site & Project description
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Total \$ _____

for TPE accounting use:
Entered into QB _____

Submitted by: _____
(Signature & date)

Approved by: _____
(Chapter Treasurer signature & date)